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ABSTRACT

This document is a preliminary statement of a proposal designed to achieve a greater cooperative sharing of library resources and services in the state. Features discussed include: (1) information about both the print and nonprint inventories of each postsecondary educational library; (2) rapid querying and acknowledgement of interlibrary loan requests; (3) rapid and reliable delivery system; (4) information from on-line citation and fact banks; (5) repository for seldom or lesser used materials; (6) reciprocal borrowing privileges; (7) sharing of reference resources and services; (8) sharing of nonprint media production facilities and expertise; (9) continuing educational programs for library personnel; (10) coordination with other state, regional and national groups on networks. A glossary of library terms is included. (Author/AP)

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NEBRASKA PLAN FOR THE COORDINATION OF POSTSECONDARY EDUCATIONAL LIBRARIES:

A preliminary statement

Developed and
Approved by

The Postsecondary Educational
Library Directors of Nebraska

14 May 1976

IR004381

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PREFACE

Inventories in libraries may contain films, film loops, filmstrips, audiotapes, videotapes, phonograph recordings, multimedia kits, maps, globes, art prints, posters, models, transparencies, slides, photographs, computer data bases as well as codex- or microformatted books. In order to describe more precisely what it is that is being collected some postsecondary educational institutions have replaced the name "library" with a more inclusive term such as "learning resource center," "instructional materials center," or "media center." Unfortunately these newer terms do not always connote similar units on every campus. Therefore the generic term "library" is used in this document as if it were a shorthand expression for "library, learning resource center, instructional materials center, or media center." For the most part the commentary should be clear enough to determine whether the more restrictive term "library" is being discussed or whether the expansive term "learning resource center, instructional materials center, or media center" is meant.

ABSTRACT

The directors of the postsecondary educational libraries in Nebraska propose that a Nebraska Plan for the Coordination of Postsecondary Educational Libraries be designed in order that a greater cooperative sharing of the library resources and services in the state be accomplished. This document is a preliminary statement of the following minimal features of such a Plan:

1. information about both the print and non-print inventories of each postsecondary educational library;
2. rapid querying and acknowledgment of interlibrary loan requests;
3. rapid and reliable delivery system;
4. information from on-line citation and fact banks;
5. repository for seldom or lesser used materials;
6. reciprocal borrowing privileges;
7. sharing of reference resources and services;
8. sharing of non-print media production facilities and expertise;
9. continuing education programs for library personnel;
10. coordination with other state, regional, and national groups or networks.

INTRODUCTION

It has become alarmingly apparent that costs of library operations have increased to the point where in the case of collection building alone no single library in Nebraska can develop its library resources without intimate knowledge of and coordination with the other libraries in the state. The two salient reasons why this is so are (1) there is an enormous annual production of materials that should be collected by these libraries, and (2) there are insufficient funds to keep pace with the annual production. The time is approaching or perhaps has arrived when no single library in Nebraska can be expected to support the programs of its clientele well without knowing and having accessibility to that which is being collected at the other libraries. Even though each library is charged with the primary responsibility of supporting the activites of its clientele, the financial means to support these activities are not always completely available from the library's funding sources.

The directors of the postsecondary educational libraries recognized the danger inherent in the increasing production of library materials, in budgets that did not match their clientele's needs, and in continued insularity and isolation of individual library operations. A meeting was called in November, 1974 at the University of Nebraska–Lincoln in order to determine whether cooperative activites could be undertaken by these postsecondary educational libraries which would counteract the dangers that they faced singly. The directors of these libraries, along with the Director of the Nebraska Library Commission, decided to meet on a continuing basis so that mutual problems could be analyzed, discussed, and resolved.

As a direct result of this first meeting in December, 1974 thirty three postsecondary educational libraries extended reciprocal

borrowing privileges to the faculty of the cooperating institutions. This was the first step in opening each collection to a clientele larger than that which was on an individual campus. Now the faculty of each of these cooperating institutions would not only have access to the collections of the other cooperating libraries, which they had via interlibrary loans heretofore; they would also have circulation privileges at each of the cooperating libraries. By summer, 1975 twenty-one of the libraries had also agreed to extend the reciprocal borrowing privileges to the students of the cooperating institutions.

Although these two actions were significant, it was apparent to the directors of the postsecondary educational libraries in October, 1975 that a comprehensive plan for cooperative activities was in order.

Further areas of cooperative action would need funding in order to be implemented. These librarians had neither the authority nor the means for implementing some of the further activities. In the meeting at Kearney State College on 15 October 1975 it was proposed that a committee be formed to draft a plan for the postsecondary educational libraries in Nebraska.

On 20 February 1976 the group became The Postsecondary Educational Library Directors of Nebraska.

The Nebraska postsecondary educational institutions have goals and missions which are more diverse than common. Their libraries, as a result, are mainly specialized and unique, supporting programs which are only to some extent duplicated elsewhere in the state. Some of the institutions are publicly supported; some privately supported. Some have extensive research collections; some have small, rapidly changing collections. Some have developed non-print collections; others have not. The size of the collections range from a few thousand to over 1.5 million items. Although most of the institutions are clustered in eastern and central Nebraska, some are situated in the far western part of the state. Presently the Postsecondary Educational Library Directors of Nebraska represent six university, sixteen college, and ten community college libraries and/or media centers, along with the Nebraska Library Commission.

SECTION I

The directors of the following postsecondary educational libraries

Ruth A. Palmquist	Bellevue College
John Vonnes	Central Technical Community College
Reta King	Chadron State College
Sister Dorothy M. Gores	College of St. Mary
Vivian A. Peterson	Concordia Teachers College
Rev. James P. Krampèr	Creighton University Alumni Library
Marjorie Wannarka	Creighton University Health Science Library
Robert Q. Kelly	Creighton University Law Library
Ronald D. Johnson	Dana College
Peggy B. Smith	Doane College
Charles A. Gardner	Hastings College
Ron Martin	Kearney State College
Camila A. Chavez	McCook Community College
Jane Stelilik	Metropolitan Technical Community College
David Donaldson	Midland Lutheran College
Keith Saatoff	Mid-Plains Community College
Loren T. Swedburg	Nebraska Christian College
Lois W. Collings	Nebraska Wesleyan University
Margy E. Martin	Nebraska Western College
Dale T. Butler	Northeast Nebraska Technical Community College
Faye Brandt	Peru State College
Marvin Kraenow	Platte Technical Community College

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Marilyn Lester	Southeast Community College-Milford
Floda V. Smith	Union College
John M. Christ	University of Nebraska at Omaha
G. A. Rudolph	University of Nebraska-Lincoln
David Bishop	University of Nebraska Medical Center
Charles W. Stelling	Wayne State College
John E. Hawse	Western Nebraska Technical College
Charles V. Baucom	York College
Jane Geske	Nebraska Library Commission

do herewith agree that a Nebraska Plan for the Coordination of Postsecondary Educational Libraries be developed in order that the library resources within the state be available to all who have need to use them. This document is submitted as a preliminary statement indicating what the aforementioned Plan should include minimally. It is the intent to seek funding in order that the plan be designed in detail. It is the further intent that the resulting Plan be submitted for funding for implementation.

SECTION II

THERE SHOULD BE INFORMATION ABOUT THE INVENTORY OF EACH POSTSECONDARY EDUCATIONAL LIBRARY

In 1975 the average price of a hardcover trade-technical book published in the United States was $16.19. In the last seven years the price of these books had risen 91%. In 1974 the average price of periodicals published in the United States was $17.71, an increase of 105% in six years. In 1974 the average price of serial services published in the United States was $109.31, an increase of 50% in six years. Library budgets could not possibly keep pace with these meteoric price increases. With the number of books published in the United States increasing by 34% during the last six years, it has become increasingly difficult for postsecondary educational libraries to meet the information needs of their clientele.

Since not all of the library materials that are deemed necessary for support of the teaching, research, and extension programs of the postsecondary educational institutions can be purchased by these institutions, there is an increasing desire and need to have knowledge of the inventories of other postsecondary educational libraries. In Nebraska there is a particular need to have knowledge on each campus of the inventories of all of the Nebraska postsecondary educational libraries. Such knowledge proves to be important in two related manners.

First, the information of the inventories of the other postsecondary educational libraries reduces the possibility on any campus of *undesired* duplication of library materials that are found in other postsecondary educational libraries. Duplication of library materals is not to be condemned; *undesired* duplication should be condemned. Although some duplication of li-

brary materials is desirable because, if local needs, some library materials are used so infrequently that it would be uneconomical as well as undesirable in relation to the expected use to purchase these materials locally.

Second, knowledge of the inventories of the other Nebraska postsecondary educational libraries allows the institution to determine where the infrequently used materials may be borrowed, if indeed one of the other Nebraska postsecondary educational libraries has them. The borrowing is accomplished through interlibrary loans.

Thus, on-campus knowledge of the inventories of all of the postsecondary educational libraries in Nebraska provides each postsecondary educational institution with the means to purchase library materials selectively and also provides all of the postsecondary educational institutions with the means to share existing library resources.

To some extent there is presently information about the inventories of the postsecondary educational libraries. The Nebraska Union Catalog at the Nebraska Library Commission does provide access to information about the inventories of libraries within the state. Begun as a Works Progress Administration project during the depression years, the Nebraska Union Catalog is composed of 3" x 5" main entry catalog cards that have been submitted to the Nebraska Library Commission by cooperating libraries. Although the Nebraska Union Catalog includes catalog cards from both public and postsecondary educational libraries, not all of the inventories of all of the libraries in the state are included. Only fifteen of the postsecondary educational libraries have submitted inventory cards.

There are some important difficulties, however, with the Nebraska Union Catalog. Since there is only *one* catalog located in the Nebraska Library Commission offices, all queries must be directed to the Nebraska Library Commission. This is presently done by teletype (TWX) or telephone through the regional public library network known as the Nebraska Library Telecommunications Network. There is no remote visual access to information about the inventories. Secondly, the information that is relayed through the Catalog cannot be kept current because of the built-in delay in transmitting the information cards

to the Union Catalog and the delay in interfiling these cards. The information, thirdly, within the Catalog can be retrieved only by main entry search. There is no retrieval by Library of Congress card number, by International Standard Book Number, by title, by author/title algorithm, by subject, or by key words, all standard searching approaches which increasingly insure the probability of the success of the search. Fourthly, there is no information concerning the exact files of the serials that are maintained in the cooperating libraries. Hence the question "Is the 1974 volume of journal X available in the state?" cannot be answered.

The Nebraska Union Catalog has proven to be useful insofar as primitively indicating information about the library resources for the state. Although the creation of it was an important step toward library cooperation in Nebraska, the Nebraska Union Catalog is not adequate for the purposes and needs of the post-secondary educational libraries. What is needed instead is an information system which will not only duplicate the inventory that is now available through the form of the present Nebraska Union Catalog, but which will also correct the three aforementioned inherent defects of the Nebraska Union Catalog: (1) singular location of the information, (2) singular mode of retrieval of the information, and (3) non-currency of the information.

Duplicating the Nebraska Union Catalog at each or some of the post-secondary educational libraries would only resolve the first defect. Although the second defect is in theory resolvable in a card catalog, the costs in labor and maintenance are enormous. All three defects, however, are resolvable easily through computerized operations.

The desire, then, is for an on-line information system with terminals for transmission and querying at each of the post-secondary educational libraries. The system should have multiple modes for retrieval of information. The information should be current for both serial and monographic inventories. It is important that the system should be developed in coordination with the interlibrary loan and the delivery systems (see sections IV and V below). It is also important that the information system should be developed in potential harmony with other regional information systems.

SECTION III

THERE SHOULD BE NON-PRINT MEDIA IN THE INFORMATION SYSTEM

Little national attention has heretofore been given to standardizing bibliographical information about non-print media: films, filmstrips, videotapes, audiotapes, phonograph recordings, multi-media kits, etc. The Library of Congress has recently adopted a standard format for describing non-print media for the MARC data base, but has not yet begun inputting non-print media into MARC. Existing computer data bases that are used by libraries contain comparatively little non-print bibliographical information. Although several school and county systems in various parts of the country have attempted to produce union lists of non-print media, no such attempt has been made for postsecondary educational institutions. Several agencies in Nebraska—the Great Plains Instructional Television Library, the Nebraska Educational Consortium for Higher Education, and the Instructional Media Center of the University of Nebraska–Lincoln—have, however, produced catalogs which list their own materials for sale, rent, or loan. While these agencies have produced exclusive listings of their non-print media, no union catalog exists for non-print media in Nebraska. As a result, there is unnecessary and undesired duplication of these materials, and interlibrary lending is inhibited.

It is therefore desirable to provide each Nebraska postsecondary educational library with bibliographical information of non-print inventories of all of these libraries. Two alternatives for accomplishing this inventory are: (1) by utilizing the on-line information system or (2) by creating a union list of non-print media in Nebraska. Until the Library of Congress places non-

print media into the MARC data base, the use of the on-line information system in order to create and produce the union catalog of non-print media in Nebraska is not practical.

As an immediate solution it is thus proposed that a non-print bibliographical information system be established in order to compile an inventory of this type of library material and in order to produce the Nebraska union list of non-print media in computer-output microfiche. It is suggested, however, that the planning include the feasibility of adding non-print information to the on-line information system once the MARC data tapes include non-print media.

SECTION IV

THERE SHOULD BE RAPID QUERYING AND ACKNOWLEDGEMENT OF INTERLIBRARY LOAN REQUESTS

The postsecondary educational libraries share their resources through the interlibrary loan system called the Nebraska Library Telecommunications Network. Although this network does provide the means for Nebraska libraries to share their resources, it is less than satisfactory for postsecondary educational libraries because there is no *direct* query and response from one postsecondary educational library to another. Libraries seeking locational information must use the Nebraska Library Commission as an intermediary since the Nebraska Union Catalog is located there. Only those few postsecondary educational libraries with teletype (TWX) have the capabilities to query the Nebraska Union Catalog directly. The others must telephone queries either to the Nebraska Union Catalog or to a regional public library which in turn queries the Nebraska Union Catalog by teletype (TWX). Once locations for the desired materials are found, those libraries with teletype (TWX) can directly transmit a teletype message to obtain the materials on interlibrary loan. The others must either mail their interlibrary loan requests or must transmit the requests to a regional public library which in turn transmits the teletype messages. Besides the general disadvantages of the present form of the Nebraska Union Catalog, as commented upon in section II above, there are further problems connected with the present Nebraska Library Telecommunications Network. First, there is the necessity to use an intermediary in order to obtain information about inventories. Secondly, the reply to a query by teletype about a location is often not rapid and may take as long as two days. Thirdly, querying via telephone is not satisfactory,

especially for non-English language materials. Fourthly, the requesting library must wait days before learning that the desired material is not available at the library from which it was sought.

What is hence needed by the postsecondary educational libraries is an interlibrary loan system whereby each library has direct and immediate access to information about the inventories of the other libraries. The system should include means for rapid, if not immediate, transmission of the query as well as means for rapid or immediate response to the query. Certainly the querying and response capability should be more sophisticated than that which is now possible with the Nebraska Library Telecommunications network via teletype (TWX) and telephone. An on-line telecommunications network is in order which must include mechanisms for location of library materials at the closest source, querying powers, and switching capabilities to locate sources farther away if the closest source does not have the material readily available. The system should be designed as part of the inventory system proposed in Section II and should be able to interface with any automated circulation systems of the member libraries.

SECTION V

THERE SHOULD BE A RAPID AND RELIABLE DELIVERY SYSTEM

Once an inventory of the collections of the postsecondary educational libraries exists, it is in order to determine how this information can be used effectively. Since it is the aim of the personnel of the libraries to deliver a piece of information to a requester who needs that particular bit of information, an inventory of the collections of many libraries increases the probabilities that any requester in any of these postsecondary educational libraries will be able to receive an appropriate piece of information.

The postsecondary educational libraries in the state heretofore employed two methods of delivering information from off-campus sources to a requester. The first method was to deliver a document to the requester via an interlibrary loan. The Nebraska Union Catalog at the Nebraska Library Commission along with teletype (TWX) or telephone communication plus the United States Postal Service was the normal method to accomplish this. A second method was to send the requester to the needed document. The reciprocal borrowing privileges accomplished this. Although the Nebraska Union Catalog at the Nebraska Library Commission might also have been utilized for locating needed information for the requester, it was more likely that the requester traveled to the off-campus library with the hope but not the certainty that the library would have the needed information.

Each of these methods is sound and proper. In order to improve upon these methods of document delivery, it is proposed that the above methods be modified so that (1) quicker delivery

is achieved when a request is made and (2) materials or services hitherto not available for delivery be made available to the clientele of the member libraries.

No matter if the materials be in storage (see Section VII below) or in one of the postsecondary educational libraries, it is imperative that a delivery system be established to transmit the documents, whether they be books, printouts, microcopies, photocopies, cassettes, tapes, maps, etc. The delivery of these documents must be with the greatest speed possible, the speed being consistent with the costs of the service and the benefits therefrom.

In order to achieve such speedy delivery of library materials all possibilities should be investigated: truck or van services between all (major) points in the system, United States Postal Service, United Parcel Service, other commercial delivery services, telefacsimile transmission, and video transmission onto a CRT or television screen. The analysis of the alternative methods for delivery should include such factors as cost, time for delivery, copyright regulations, winter road conditions, and locations of the member libraries.

SECTION VI

THERE SHOULD BE DELIVERY OF INFORMATION FROM ON-LINE CITATION AND FACT BANKS

Besides the capability of delivering print and non-print library materials from one postsecondary educational library to another, the system should also be capable of delivering information about information, whether the information comes from the inventories of the postsecondary educational libraries or from other sources. Many of the standard abstracting and indexing services, for example, are now available in expanded, computerized formats. Other kinds of information, such as census data or information from the *New York Times* or facts about laboratory animal toxicology, are also available through computerized services.

There is a need for the clientele of the postsecondary educational libraries to be able to access this computerized information in the bibliographical retrieval services, the factual services, and the fact banks. The planning, therefore, should include an analysis whether to contract with commercial vendors for these various services or whether to establish an instate service bureau.

In a similar vein the system should be capable of selectively delivering topical information, whether that information be selected from the inventories of the postsecondary educational libraries or from other sources. The system, thus, should be able to deliver information on particular subjects if specifically queried by the clientele. The system should also be able to transmit information concerning all new entries on a specific topic as this new material is entered into the inventory of any of the libraries. The first approach is the traditional subject search. The second approach is selective dissemination of information (SDI). Commercial bibliographical retrieval services may also be used for the SDI approach.

SECTION VII

THERE SHOULD BE A REPOSITORY FOR SELDOM OR LESSER USED MATERIALS

It is recognized that the postsecondary educational institutions will not be able to increase the number and size of their library facilities indefinitely. Construction costs are rising and funding is becoming more difficult to obtain. Heretofore every campus increased the size of its library facilities as the collections grew larger and larger. More often than not the construction of new, larger facilities took time, but these library facilities were constructed inevitably. Although other factors besides lack of shelving space caused these larger facilites to be constructed, increasing size of the collections was an important determining factor.

Confronted hence with the prospect that funding for additional library facilities may be extremely difficult to obtain, postsecondary educational institutions must discover ways in which to reduce the requests for additional library space. Two factors now help to reduce the demands for additional library space: steady state staffing, and peaking or declining student enrollments. Each of these situations has stabilized the demand for additional space in libraries for office areas and for reading stations. Yet each library, rightfully, continues to acquire materials year after year, and the space to shelve these additional materials becomes smaller and smaller. Thus it is necessary to be able to reduce the demand on each campus for shelving these additional library materials that must continually be acquired.

It is no secret that most of the materials in almost every library are used infrequently. Only a small percentage of the collection is used heavily. Shelving all types of library materials in open, easily accessible stack areas is an uneconomical use of shelving space. Since the width of the aisles between the ranges of shelving and the number of cross aisles and access points are all

predicated upon a certain degree of use by the clientele, it would be best to be able to shelve in these areas materials which do indeed have the degree of use that is predicated. It would be a better use of space if the seldom or lesser used materials were shelved in areas that are separated from the normal, roomy shelving areas. These seldom or lesser used materials would be better shelved in storage areas that are specially constructed and arranged with narrower aisles and some type of compact shelving.

Although it is no small matter to determine on each campus which are the seldom or lesser used materials which could be stored with minimal inconvenience to the library clientele, it can be done. It is also relatively easy to determine two correlative policies, the method of retrieving something from storage and the maximally desirable turnaround time to retrieve something from storage. Whether the storage facility be in the library building, elsewhere on campus, or off-campus is dependent upon the determined turnaround time for retrieval and the availability plus cost of the storage facility. Both factors mutually determine each other: the determined retrieval time is dependent upon the location of the storage facility; and the location of the storage facility is determined by the maximally allowable retrieval time.

Creating storage facilities on each campus of the postsecondary educational institutions is only slightly more economical than adding floors or wings to the existing library facilities. Creating a storage facility for all of the postsecondary educational institutions does prove to be potentially more economical not only in terms of reducing requests for new capital construction but also in terms of sharing the library inventories.

Were all of the postsecondary educational libraries able to send to the storage facility those materials which are seldom or lesser used, the shelving space thus released in each of the library facilities could be used for the more frequently used materials. Each campus could remain with a fairly stabilized library facility which is kept current by annual acquisitions. Each postsecondary educational institution would have as a supplement to its own campus library inventory the totality of the material that has been placed in storage by all of the postsecondary educa-

tional libraries. It would be as if the totality of the library collection of any campus were increased by the number of materials in storage.

The planning for this storage system would need to include: (1) the criteria for placing materials into storage, criteria which might not be identical on every campus, and (2) the methods for retrieval of the materials from storage. The storage system would need to be part of the information system (Section II above) and would need to tie into the delivery system (Section IV above). The storage system should have photocopying activities. Whether there be one centralized repository or regional repositories would need to be determined. Also to be determined is whether to construct, rent, or purchase the storage facility or facilities. The location or locations would be dependent upon the capability to deliver materials from storage.

SECTION VIII

THERE SHOULD BE RECIPROCAL ON-SITE BORROWING PRIVILEGES FROM GENERAL COLLECTIONS

Sharing library materials proves to be the only viable solution for providing maximal service for the clientele of the postsecondary educational libraries in a time when an enormously increasing volume of recorded information is accompanied by steeply rising costs. Each postsecondary educational library has been confronted by the demands of its campus clientele, demands which cannot always be satisfied by the finite campus collection of library materials. Since overall greater purchasing power was out of the question, the Nebraska postsecondary educational libraries deemed that by cooperatively sharing their resources the size of the general library collection that is available for the campus clientele would become proportionately larger. The initial concern was that perhaps such cooperative resource sharing might prove to be counterproductive to the primary responsibility of each serving a particular campus clientele. To date, however, very little inconvenience to campus clientele has been traced to cooperative sharing of general collections.

Reciprocal borrowing, which has been in effect in Nebraska since January, 1975, has proven to be a very significant development in sharing general resources among the postsecondary educational libraries. It has, in a sense, opened up the library collections of the majority of the postsecondary educational libraries in Nebraska to the students and faculty of all of these reciprocating institutions. Reciprocal borrowing, however, is only a partial solution because (1) not all postsecondary educational libraries in Nebraska have agreed to the two reciprocal borrowing agreements because of limited special col-

lection , etc., and (2) reciprocal borrowing only touches upon one aspect of the problem. It does not resolve sharing other library resources such as library reference services or the expertise of certain library personnel.

SECTION IX

THERE SHOULD BE COORDINATION OF REFERENCE RESOURCES AND SERVICES

The primary function of reference services in postsecondary educational libraries is to provide the clientele with bibliographical instruction and consultatory or advisory services. Reference services include either transmittal of information or resources by referring the clientele to appropriate sources of information or the instruction of the clientele about methods of collecting such information.

Reference services have traditionally meant assisting library clientele by answering questions through use of a collection of reference sources, by providing directional information, or by instructing the clientele in the use of reference sources. Reference services today include a large number of activities: telephone, telex, mail, or dataphone reference service; reader advisory service; information delivery; aid with adult education or external degree programs; instruction in the use of libraries; accesss to in-house or commercially produced data bases for literature searches and selective dissemination of information (SDI) services; referral services; and outreach services.

Each library reacts to the needs of its clientele by devising methods of providing all or part of the aforementioned reference services. Unfortunately each library tends to develop its own in-house expertise and its own set of programs independently of other libraries. Thus many of these services and the local innovations are known only to the institution that has them. Such isolated development of techniques and materials is neither economical nor an efficient use of valuable resources.

There is, hence, a great need for each postsecondary educational library to have knowledge not only of the reference resources of the other postsecondary educational libraries, but also how these other postsecondary educational libraries instruct their clientele in the use of these reference resources. The instructional aspect is extremely important because it matters little that information resources are in the postsecondary educational libraries if these resources are unknown to the clientele or if the clientele are incapable of using them. Cooperative efforts among the postsecondary educational libraries in Nebraska in the area of reference services would effectively promote an efficient use of the state's resources by avoiding unnecessary duplication of programs and efforts and would enable the postsecondary educational libraries to share the expertise of each other, thus avoiding possible costly errors.

Inasmuch as the coordination of reference services among the postsecondary educational libraries presently is only minimal, a variety of possibilities is available to improve and strengthen state-wide reference services. Some of the possibilities that the planning should consider are listed below. These seven possibilities are not mutually exclusive.

1. *Regional information centers.* As a clearinghouse for reference, referral, and literature searches, the regional information centers would identify the appropriate sources of information and would answer the questions referred from the member libraries. All of the postsecondary educational libraries would have telephone, telex, and computer access to the resource centers. The questions referred to the centers would be those which could not be answered by local resources.

2. *Telephone network.* Another possibility is the development of toll-free telephone lines between all of Nebraska's postsecondary educational libraries, thereby making the reference services of each of these libraries available to all of the postsecondary educational libraries. In contra-distinction to the regional information centers, each library would have direct access to any of the other libraries.

3. *Computer network.* Through computerized coupling, all of the postsecondary educational libraries would gain access to the

commercially produced data bases such as are available from Lockheed, System Development Corporation, or access to the fact banks. Locally produced data bases such as shelf catalogs of books, government documents, or periodicals, would also be available to all libraries. See Sections II, III, and IV above.

4. *Special directories.* Postsecondary educational libraries in Nebraska, each with differing historical developments and missions, have a variety of specialized collections, services, and personnel expertise. These specialities could become known by the preparation of union lists or directories, such as (1) area special collections, (2) library instructional products, (3) services offered, or (4) area consultants. These directories would be extremely useful in locating and accessing special collections or services.

5. *Document delivery service.* The delivery of documents, when needed by the clientele, in an efficient and rapid manner. See Section V above.

6. *Library instruction.* In view of the increasing complexity of information retrieval in the libraries on the one hand and inadequate library skills as exhibited by the clientele on the other, librarians are experimenting with library instruction and outreach programs at an increasing rate. There is a need for the postsecondary educational libraries to pool resources, talents, and technologies in order to develop effective programs which are based on sound learning theories, strategies, and experimentation. Cooperation in this area develops effective communication between Nebraska's postsecondary educational libraries and helps to develop a unified and rational approach to the problem of effectively using the library's resources. Knowledge and expertise gained in any postsecondary educational library can be disseminated and exchanged through seminars, printed reports, and visitations.

7. *Continuing education.* Nebraska's postsecondary educational libraries are justifiably concerned with serving their primary clientele, the on-campus community. However, the expertise and services of these libraries should be expanded to support the needs of the adult population who pursue either

credit or non-credit courses through continuing education programs. These libraries need to develop effective cooperation with continuing education programs in order to improve the quality of library service.

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SECTION X

THERE SHOULD BE A SYSTEM FOR SHARING NON-PRINT MEDIA PRODUCTION SERVICES

There is no uniformity in the handling of the non-print media services at the postsecondary educational institutions. The placement of the non-print media services is dependent upon the administrative organization on each campus, and is hence often a consequence of historical accident rather than rational deliberation. Some campuses include both the production and the maintenance of non-print materials as integral parts of the library service; some have the maintenance of non-print materials as part of the library service, but the production as a separate unit; others have a separate non-print media unit on campus, both producing and maintaining non-print materials, which is not administratively connected with the library at all; and still others have undefined policies, some of the non-print materials being in the library and others being in a separate non-print media unit.

Whatever the particular administrative placement of non-print media production services is on each campus, Nebraska's postsecondary educational library directors agree that these services provide learning materials just as the library services provide learning materials, and, therefore, warrant consideration in this plan.

Local production of non-print media materials is necessary for at least three reasons: (1) commercially produced materials may be unavailable, (2) instructors demanding non-print media materials specifically geared to their own classes often find commercially available materials unsatisfactory, and (3) local production is immediately on the campus where needed. Each

postsecondary educational institution should be encouraged to develop its production capabilities as far as possible. Libraries or non-print media units on each campus are hence required to provide staff and equipment in order to produce these instructional materials.

Sharing non-print media services among the postsecondary educational institutions is desirable because no single institution can be expected to purchase all of the specialized production equipment that is needed for quality in-house productions; nor can appropriate personnel always be maintained by one campus to be available when the need for a special skill is required. Each postsecondary educational institution gains, thus, by sharing its services and expertise with the others whenever possible.

Cooperation in the non-print media production services can be implemented as follows: first, a human resource bank can be established in order to identify non-print media specialists in Nebraska. There are personnel within each postsecondary educational institution whose special knowledge, talents, or technical skills qualify them as resource persons, and who could be consulted when special problems arise during local non-print media productions. For example, a special lighting problem during a video production may require the advice of a lighting engineer or television lighting specialist. When a technical production problem arises, it is very important to be able to cantact a resource person for advice.

Second, a union list of major or specialized non-print media equipment held in the libraries or non-print media services on each campus can be produced. This list could provide, for example, brand names of the equipment as well as the lending or usage policies in order to enable the library or non-print media directors to utilize equipment to arrange for production services to be performed on another campus, or to make decisions relating to purchase of non-print media equipment. Such cooperation will ultimately yield a cost-savings to all postsecondary educational institutions.

In this area of services where these services are not solely in the libraries it is important that harmony exist between the libraries and other non-print media units at the postsecondary

educational institutions. Hence the directors of the postsecondary educational libraries emphasize that they must share ideas, as well as cooperate, with the directors of the other campus non-print media services. Without the cooperation and support of all of the campus units responsible for any aspect of non-print media services sharing non-print media services in the postsecondary educational institutions of Nebraska cannot become feasible.

SECTION XI

THERE SHOULD BE A CONTINUING EDUCATION PROGRAM FOR LIBRARY PERSONNEL

Continuing education is vitally important to the personnel of the postsecondary educational libraries. Opportunities for continued learning improve the competence of library personnel. A continuing education program provides opportunities for library personnel to update knowledge, skills, and abilities. Such a program implies life-long learning, and involves educational activities beyond those which are considered necessary for entrance into employment in libraries. It prevents the obsolescence of human development.

What is urgently needed for the future is a conceptual and practical blueprint that will provide equal access to quality educational opportunities throughout the state. The objective of the continuing education program for library personnel ought to be the enhancement of the library programs at the postsecondary educational institutions through the increased competence of the library personnel at these institutions.

There appear to be efforts within the state to resolve the need for continuing education programs for library personnel. Agencies within the state exploring these programs are the Nebraska Library Association, the Nebraska Library Commission, and the University of Nebraska Extension Division. The directors of the postsecondary educational libraries strongly support these efforts to formulate and develop the blueprint for a continuing education program for library personnel in Nebraska. Should the efforts by the aforementioned agencies fail to produce satisfactory programs, the directors of the postsecondary educational libraries will need to address themselves to the problem, for they believe that continuing education must become an integral part of all activity in all libraries.

SECTION XII

THERE SHOULD BE COORDINATION WITH OTHER STATE, REGIONAL, AND NATIONAL GROUPS OR NETWORKS

None of the cooperative activities to be undertaken by the postsecondary educational libraries should be implemented or planned in isolation without reference to that which is being developed or envisioned either by other state or by regional or national groups or networks.

Although the postsecondary educational libraries have common concerns and problems, which were the very reasons for the group's formation, these libraries also have concerns which are common to the other libraries in Nebraska. Only one mutually beneficial cooperative activity, resource sharing through interlibrary loans, presently does exist between the postsecondary educational libraries and the public libraries, through the efforts of the Nebraska Library Commission. In its role as state coordinator of library planning, the Nebraska Library Commission has established six regional multi-type library networks, which are possible structures for establishing cooperative library activities within the state.

The libraries within the state will not, however, be able to go it alone. State lines do not now suffice to limit delivery of information. Libraries are interconnected already with projects that ignore political boundaries: the *National Union Catalog*, the Ohio College Library Center, the commercial on-line bibliographical retrieval services, the Center for Research Libraries, to name only a few examples. The cost of the programs will be a fundamental reason why cooperative activities will be expanded beyond state lines. It would be unwise, for example, for the State of Nebraska, or for any group of libraries within Ne-

braska, to attempt to duplicate the efforts of the Ohio College Library Center's cataloging project. The costs for such duplication would be astronomical. It would be more cost-effective to join the cataloging project instead.

Since the state will not by itself have all of the funds to resolve the problems of information delivery in Nebraska, it is important that the Nebraska libraries join with a larger, regional network which, by cost-sharing, would be in a position to have larger funding and which, therefore, could accomplish more.

There appear to be three immediate options for regional networking open to the Nebraska libraries: the programs offered by the Bibliographic Center for Research (BCR), by the Midwest Library Network (MIDLNET), or by the Western Interstate Library Coordinating Organization (WILCO). All of these programs are only in the formative stages, and it is too early to judge their appropriateness for Nebraska libraries. Although these three options appear to be the only ones open to Nebraska libraries at this time, the planning for cooperative library activities should not exclude the possibility of other options at a future date.

The principles, processes, economies, and advantages of network resource sharing must not be ignored. The planning by Nebraska libraries should consider the geographic and economic implications of joining a regional network for a state as spread out as Nebraska. Whatever the answer, the decision to join a particular regional network should occur only after careful analysis and planning.

The National Commission on Libraries and Information Science envisions, however, a union of all state and regional networks into a nationwide network which would have as its goal:

> "To eventually provide every individual in the United States with equal opportunity of access to that part of the total information resource which will satisfy the individual's educational, working, cultural, and leisure-time needs and interests, regardless of the individual's location, social or physical condition or level of intellectual achievement." (*Toward a National Program for Library and Information Services: Goals for Action*. Washington, D.C., 1975 p. xi)

Even though the national network would unite the library information facilities in the country,

> "the nationwide network proposed by the Commission would not be a monolithic and authoritarian superstructure, but would form a shelter and framework for families of geographic and functional networks developed and interconnected according to a comprehensive plan. There currently exist many networks of varying sizes, all of which must be integrated, starting at the local, state, and regional levels and building upward." (*Ibid.*, pp. xi-xii)

The state networks are fundamental:

> "Statewide networks are the cornerstones on which a nationwide network will eventually be built, and it is only through careful planning toward a nationwide system than [*sic*] they can develop in harmony. Interstate compatibility is mandatory, if statewide networks are to be economical and efficient in the context of a national network.
>
> "It should be emphasized that NCLIS regards the self-generating and on-going trend toward cooperative statewide and multistate networks as a movement which should be encouraged and abetted with Federal support." (*Ibid.*, p. 35)

This plan for Nebraska postsecondary educational libraries is a major step toward these national goals for library services as envisioned by the National Commission on Libraries and Information Science.

GLOSSARY

BIBLIOGRAPHICAL CENTER FOR RESEARCH (BCR): Originally a union catalog for libraries in the mountain-plains area, it now brokers cataloging services as well as bibliographical retrieval services and factual data services.

CENTER FOR RESEARCH LIBRARIES: A cooperative in Chicago, Illinois which maintains little-used materials for its members and which sponsors cooperative acquisition of serials and expensive microforms.

CRT (CATHODE RAY TUBE TERMINAL): This type of terminal has a screen on which the information being used is displayed. It does not produce typewritten copy of the information.

DATAPHONE: Telephone which has been connected to a computer.

INTERNATIONAL STANDARD BOOK NUMBER (ISBN): A sequence of ten numbers (used since 1969) that individualizes books no matter where they are published or where they are cataloged.

LIBRARY OF CONGRESS CARD NUMBER: A unique number that is printed on all catalog copy that is produced by the Library of Congress, whether the copy is on cards or MARC tapes.

MAIN ENTRY: The basic catalog unit record. It may be (a) a personal or corporate name, or (b) the title of an anonymous book, collection, composite work, periodical or serial, or a uniform title.

MARC: Machine Readable Cataloging. Cataloging data about books and other library materials is provided in machine readable form by the Library of Congress MARC Office. The MARC tapes are sold to libraries and to library networks such as the Ohio College Library Center.

MICROCOPY: Facsimile in one of the microformats; for example, a copy of a microfiche, or a copy of a microfilm, etc.

MIDLNET (THE MIDWEST LIBRARY NETWORK): Unites libraries in the upper midwestern states from Indiana to the east to Iowa on the west and from Missouri to Minnesota-Michigan.

NATIONAL COMMISSION ON LIBRARIES AND INFORMATION SCIENCE: Established by Congress (Public Law 91-345) 20 July 1970.

NATIONAL UNION CATALOG: *The National Union Catalog, a cumulative author list* represents Library of Congress printed cards and titles reported by other cooperating American libraries.

NEBRASKA LIBRARY TELECOMMUNICATIONS NETWORK: Established by the Nebraska Library Commission in order to aid libraries within the state to share their resources via interlibrary loans. Libraries using telephone or teletype (TWX) access the information that is in the Nebraska Union Catalog.

NEBRASKA UNION CATALOG: A composite file of the inventories of selective libraries in Nebraska. The Catalog is maintained in the quarters of the Nebraska Library Commission in Lincoln.

OHIO COLLEGE LIBRARY CENTER (OCLC): A computer network based in Columbus, Ohio through which libraries share their cataloging records. The cataloging is accomplished on-line.

SDI (SELECTIVE DISSEMINATION OF INFORMATION): A system of information retrieval which utilizes a computer for disseminating relevant information. An interest profile depicting and defining each area of interest is compiled for each client, stored in the computer and matched against a file of newly acquired materials. Each client thus receives tailored information concerning specific interests rather than a complete listing of all newly acquired materials.

SHELF CATALOG: The inventory of a library, arranged in the sequence in which the books are shelved. Most frequently this sequence is by classification number.

UNION CATALOG: A file of the inventories of the various departments of a library or of the inventories of a number of libraries.

WESTERN INTERSTATE LIBRARY COORDINATING ORGANIZATION (WILCO): An emerging grouping of libraries in the west. Included would be the 17 state area from Kansas-the Dakotas on the east to Hawaii and Alaska on the west, along with the Province of British Columbia. It plans to become operational during the summer, 1976.